

PLEASURE RIDGE PARK HIGH SCHOOL
STUDENT HANDBOOK
2019 – 2020



5901 Greenwood Rd.
Louisville, KY 40258
(502) 485-8311

School website: www.Ridgetalk.com

District website: www.jefferson.kyschools.us

Motto:

Pride – Respect - Perseverance - We are PRP!

Vision:

Students will graduate prepared, empowered and driven to be their best.

Mission:

Our mission is to empower students to become dedicated and engaged in their classrooms, careers and communities.

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Panther History **Since 1958**

Pleasure Ridge Park High School emerged as one of the 28 new Jefferson County Schools built between 1952 and 1958. Over the course of its illustrious history, PRP has cultivated its own unique standard of excellence. What was once just a building of concrete, brick, and glass developed into a sanctuary for the memories that thousands of students would take with them.

The groundwork for this proud Panther tradition was laid when the three-story building was first opened for classes on September 3, 1958. Leading PRP as principal was Mr. John H. Pollock. During the school's early years, students in the seventh, eighth, and ninth grades attended PRP with a grade added each year until 1962, the year of the first graduating class. The Advance Program curriculum for academically eligible students made its debut during this time, with the first Advance Program classes appearing on schedules in 1959.

In 1964, Mr. Pollock stepped down from his position as principal. Mr. Bobby Green took the helm of the growing school, whose student body was so large that double sessions were required for three years. The year 1966 marked the addition of four portable classrooms. This also signaled the end of double sessions. During Mr. Green's administration, the football team played the first annual Snow Bowl, the game against the rival Valley High School. Happily, the event ended in a 33-6 victory for the Red and Black.

Mr. Claude Purvis was named PRP's principal in 1973, and it was during his reign that the Jefferson County School System experienced a landmark change...desegregation. In his final year, Mr. Purvis was temporarily transferred to the Board of Education to help with the 1977 JCTA strike negotiations. In his absence, Mr. Oliver Williams became acting principal. At this time, the newly formed soccer team was setting its roots; and the football team was experiencing a rebirth, claiming its first district title in 12 years. PRP's academic teams also excelled as the 1977-78 year marked the first in a series of State Championships for the High-Q Team.

Neither Mr. Purvis nor Mr. Williams returned as principal in 1978-79, so the reins were handed to a man who had formerly coached football at PRP and more recently had served as assistant principal at Doss High School, Mr. Charles W. Miller. During his first year, Mr. Miller proved himself a devoted Panther as he waged a successful and spirited campaign to keep the school open when the Board of Education threatened its closure. Due to his efforts and determination, the tradition of Pleasure Ridge Park was preserved and future generations were assured the opportunity of attending PRP. Providing unparalleled leadership throughout his tenure, Mr. Miller, the only three-time State Principal of the Year in Kentucky, placed emphasis not only on maintaining strong academics but also fostering a family atmosphere in which everyone felt welcome. Under the

watchful eye and caring guidance of Mr. Miller, PRP grew to become an educational magnet, attracting hundreds of applicants each year.

President John F. Kennedy once said, "Change is the law of life. And those who look only to the past or present are certain to miss the future." The 2003-2004 school year ushered in the future of Pleasure Ridge Park High School with a change in leadership. Principal David Johnson guided students and faculty toward success in academic and athletic pursuits. With National Merit Semi-Finalists and Finalists, Governor's Scholars, several valedictorians, and hundreds of honor roll students,

Following Principal David Johnson's retirement after the 2013-2014 school year, Kimberly Salyer took over as Principal of Pleasure Ridge Park High School for the 2014-2015 school year. Since Ms. Salyer became principal, she has worked hard to ensure that PRP remains a school that makes each and every student feel at home and part of a family. She has also started the Academies of Louisville at PRP which gives students a chance to take classes and learn about careers they are interested in before they graduate high school. In addition to incorporating academies at PRP, Ms. Salyer has raised PRP's Transition Ready scores. PRP is now the fastest growing school in the district and has been for the past four years. Ms. Salyer takes pride in her job and treats each and every student as her own. She is striving to keep PRP tradition alive, but also building on those traditions to better the school. Currently, Pleasure Ridge Park High School is the most applied to school in the district. Students choose to come to PRP to be a part of the strong family environment and growing academic success. "We teach Pride, Respect and Perseverance: We are PRP!" says Ms. Salyer.

Pleasure Ridge Park will continue to serve as an institution of academic excellence for the South end of Louisville. Students, faculty, and staff will continue to demonstrate this commitment to academic achievement while maintaining the long established tradition of excellence under our former, current and future leadership.

Alma Mater

Praise to Thee our Alma Mater
Ever loyal, brave and true
Lead us on in truth and honor
In the paths that we pursue
Serving mankind under God
As we go our way.

Righting wrongs where-ere we trod
Striving day by day.

Rising up to every challenge
May we keep our golden rule
As we proudly honor Thee
Our Pleasure Ridge Park High
School

Administration

Executive Principal: Kimberly Salyer

Academies: Freshman Academy
Principal: Jeff Jennings
Counselor: Dana Seum-Stephenson
Clerk: Kim Aubrey

Business & Communication Academy
Principal: Jason Stinson
Counselor: Jim Dawson
Clerk: Rebekah Craig

Health Sciences Academy
Principal: Tiffani Williams
Counselor: Jason Cook
Clerk: Maria Luckett

Manufacturing & Engineering Academy
Principal: Bill Miller
Counselor: Kristen Shipman
Clerk: Toy Wheeler

Athletic Director: Nick Waddell
Assistant AD's: Richie Hawks
Steven Phillips

Technology (STC): Phil Bohannon

Librarian: Erin Reed
Assistant: Becky Cain

Student Service Center:
LEEP Coordinator: Jamie Baxter
Home/School Coord.:

Office Staff: Exec. Principal's Secretary: Karen Willman
Bookkeeper: Ashley Kardois
Order/Receiving Clerk: Kim Kessel
Records Clerk: Teresa Hockman
School Admin Manager: Tara Still
Attendance Clerk/Tech: Tammy Martin

Security: SRO LMPD: Officer Sean Jones

Alan Evans
Tim Hood
Teddy Jackson
Robbie Sample

Maintenance: Mike Husband
Custodial Staff: Plant Operator: Jeff Mabry
Night Lead:

Cafeteria Manager: Shenicka Porter
PTSA President: Eddie Squires

Contact Information

Main Office: (502) 485-8311

Tech Office: (502) 485-8312

Athletic Office: (502) 485-8554

Fax: (502) 313-3516

Student Service Center: (502) 485-6883

SPORTS, CLUBS, ORGANIZATIONS **2018-2019 (Updated as of 05.24.18)**

ACADEMIC COMPETITION	Thrasher
ARCHERY TEAM	Lammers
BAND(Marching and other)	Burnell
BASEBALL TEAM	R.Hawks, Blaszczyk
BASKETBALL TEAM (Boys)	L.Kihnley,M. Baxter, A. Chonko
BASKETBALL TEAM (Girls)	Prichard
BETA CLUB	Speck
BEST BUDDIES	Lyndon
BIG BROTHER/BIG SISTER	Your Counselor
BLACK STUDENT UNION	Sutton
BOOK CLUB	Kruse
BOWLING TEAM (Boys&Girls)	Nichelson, Bohannon
CHEERLEADERS	Danzinger
CHESS	R.Hawks
CHOIR(Men and Women Mixed)	Weaver
CLASS OFFICERS	
Freshman	_____
Sophomore	_____
Junior	_____

Senior	Braun, Schneider
CODING	
Co-OP (for Seniors)	J. White, J. Cook
Co-OP UPS (for Seniors)	J. White, J. Cook
CROSS COUNTRY(Boys & Girls)	J. Randall
DANCE TEAM (Redhots)	Murphy
DEBATE	
DRAMA CLUB	Braun
ECOLOGY	Fry
EVERY 1 READS VOLUNTEER	Your Counselor
FBLA(Future Business Leaders of America)	
FCA(Fellowship of Christian Athletes)	M. Baxter, Lightle
FIELD HOCKEY	K. Reinhart
FOOTBALL TEAM	Williams, Atzinger
FUTURE PROBLEM SOLVING	
GAME CLUB	C. Muller
GIRLS WHO CODE	Webb
GOLF (Boys&Girls)	S. Blaszczyk
GRAPHIC ART CLUB	D. Webb
PANTHER PRIDE	Murphy
KUNA (KY United Nations Assembly)	M. Findley
KYA (KY Youth Assembly)	M. Findley
MAJORETTES	Sutton
MATH TEAM	Bassham, Tuttle
MILITARY	Baig
NATIONAL ART HONOR SOCIETY	Webb
NATIONAL HONOR SOCIETY	Stover
ORCHESTRA	Green
PAW PRINT(Newspaper)	Fox
PEER TUTORING	Pfister
PING PONG CLUB	Mullennex
QUICK RECALL TEAM	Stemle
READER ADVISORY GROUP	Reed
RED CROSS	Capo
ROBOTICS	
SKILLS USA	Dunn/Webb
SOCCER BOYS	P. Bohannon
SOCCER GIRLS	D. Barker
SOFTBALL	M. Miller
SPECIAL OLYMPICS	Cate
STEP TEAM	Goodson
STUDENT AMBASSADORS	Lightle
STUDENT COUNCIL	Stinson
SWIM TEAM (Boys&Girls)	M. Miller
TENNIS TEAM (Boys&Girls)	Graf
TRACK TEAM (Boys)	Atzinger, Mullennex, Randall
TRACK TEAM (Girls)	Deacon
VOLLEYBALL TEAM	A. Pruitt
WPRP (Student Broadcasting)	Powell
WRESTLING TEAM	J. Robertson
YEARBOOK	Braun
YPA(Young Politicians of America)	Findley

CLASS OFFICERS

Class officers are elected as a slate; students on the class officer slate must have a 2.5 GPA and be passing all classes. Class officer slates are elected by members of their class. Any class officer who violates the student code of conduct or drops below a 2.5 GPA may be removed from office. The administration has the final say on decisions related to the slating of class officers.

Freshman Class of 2023

President: _____
1st Vice Pres: _____
2nd Vice Pres: _____
Secretary: _____
Treasurer: _____
Historian: _____

Sophomore Class of 2022

President: _____
1st Vice Pres: _____
2nd Vice Pres: _____
Secretary: _____
Treasurer: _____
Historian: _____

Junior Class of 2021

President: _____
1st Vice Pres: _____
2nd Vice Pres: _____
Secretary: _____
Treasurer: _____
Historian: _____

Senior Class of 2020

President: _____
1st Vice Pres: _____
2nd Vice Pres: _____
Secretary: _____
Treasurer: _____
Historian: _____

GENERAL INFORMATION

GUIDANCE PROGRAM

Guidance services are available for every student in school. Students wishing to visit a counselor should come to their assigned Academy office with teacher permission, before or after school, or during their lunch period. These services include: assistance with scheduling, career information, college and scholarship information, help with social concerns and problems, or any question students feel they would like to discuss with the counselor. Students are assured that all concerns will be treated in confidence and with respect.

COMMUNICATION WITH STAFF

PRP High School encourages parents to communicate with their child's teachers. For a parent to schedule an appointment with a teacher, please email the teacher or call the School Office (485-8311). Requests will be forwarded to the teacher for a return call to set up the appointment. Staff e-mail addresses are available in the front office, on the school website or via Infinite Campus Portal. Student enrollment forms are filed in the students records office. Teachers use these forms when contacting the home. Should information regarding your home phone number or address change during the year, contact the School Office (485-8311) so this information can be updated. The Superintendent is authorized to release JCPS Board approved directory information including student names upon receiving a written request. Any eligible student, parent, or guardian who does not wish to have directory information released shall notify the principal in writing.

IMMUNIZATIONS

All students attending Jefferson County Public Schools (JCPS) must be immunized against polio, diphtheria, tetanus, measles and rubella. Students are required by Kentucky State Law to have an original immunization certificate on file in the counseling office on or before the 10th day of the school year. Failure to comply may result in the student's withdrawal from school until the requirement is met.

MEDICAL PROCEDURES – MEDICATIONS

Students who become ill during the school day should proceed to the counseling office or Tech Building Office depending on which part of the campus they have class. They should report after a phone call from the teacher or with a hall pass. Parents will be notified and asked to come for students who are too ill to remain at school. Students who sign out due to illness must have administrative approval to return to school the same day for athletic and extracurricular activities. Students must provide an emergency phone number other than a parent's number. This number must be on the registration form and sign out card. Parent contact will be attempted before students are released to the emergency contact. If legal guardian or emergency contact cannot be located, the student cannot be sent home. Depending on the nature of the medical need, EMS may be called.

Students with special medical conditions must fill out an emergency medical form from their Academy office. If a student needs to take medications during the school day, a completed "Authorization to Give Medication" form must be on file in the Records office. The medication must be delivered to school with complete

instructions, in its original container, with the prescription label fully attached and must be stored in the guidance office. It is the responsibility of the student to come to the Guidance Office at the prescribed time.

For the safety of all students, students may not, at any time or for any reason, carry prescription or over-the-counter medications while in school. Violation of this very important rule may result in disciplinary action.

Students needing an elevator key assigned to them must present a doctor's note before a key will be issued. The student may present their request and note to their Academy principal or clerk for proper processing. The school will not assign an elevator key to a student without the proper paperwork from a doctor or physical therapist.

SCHOOL CANCELLATION

In the event that school is not in session or delayed due to an emergency or bad weather, radio and TV stations will broadcast the information. For further information, access the JCPS website (www.jefferson.kyschools.us) or call the Public Information Office at 485-3357.

LIBRARY

The library is available from 7:15 - 7:35 a.m. and after school from 2:20 - 3:00 p.m. Students must have a pass from the teacher to use the library during class time. Students wanting to use the library during lunch should report directly to the library. Students should sign in upon arrival in the library.

TEXTBOOKS

High School textbooks are furnished by the Jefferson County Public Schools at no cost to the students. Students are responsible for the cost of lost, stolen or damaged books.

STUDENT LOCKERS

Students are prohibited from sharing lockers and are responsible for the locker's contents. Lockers shall not be used to store items which are forbidden by state or federal laws and are subject to search by the administration at any time.

FEES

Refer to JCPS Policy regarding school fees and can be found at www.jefferson.kyschools.us

FEE WAIVER APPLICATION

In accordance with the Kentucky Education Reform Act, the Jefferson County Public Schools provide the following notice. Students who qualify for free or reduced price lunches are eligible for and may request a waiver for required instructional fees.

Applications are available online at www.jefferson.kyschools.us.

BOOKSTORE

Students may purchase Panther apparel, gear and school supplies. The Panther Pit is open during lunch and other operational hours are TBA.

LUNCH

PRP provides a full service cafeteria for students' breakfast and lunch. PRP has been designated as a school able to provide FREE breakfast and lunch to ALL students. Students are responsible for their own clean-up.

No food can be taken from the cafeteria.

The lunchroom and courtyard are the only DESIGNATED AREAS for lunch.

The main lobby and lunch room hallways will remain clear for safety reasons.

There will be no food orders brought into the school without prior approval by the administration. This activity is in direct violation of the JCPS Federal Lunch Program Regulations.

Pleasure Ridge Park High School will not deliver outside food or drink to students.

No one is allowed to leave school grounds during lunch.

Administration will use professional judgement and make the final decision on all lunch related issues.

TELEPHONES & PHONE CALLS

Students needing to make emergency phone calls during the school day will go to their Academy office to make these phone calls with their Academy AP or clerk.

Students are not allowed to use classroom phones or personal cell phones during the school day.

DELIVERIES

Our student's education is a shared responsibility between Parents and PRP staff, and it is important that together we limit interruptions to the school day.

We strongly discourage deliveries for students (flowers, balloons, and other celebratory items) at school.

There will be no food orders brought into the school or delivered on school grounds before 12:30 PM without prior approval by the administration. This activity is in direct violation of the JCPS Federal Lunch Program Regulations.

We realize that it is necessary to bring items to school that your child has forgotten and in emergency situations. No students will be called from class for deliveries.

SCHOOL BUS TRANSPORTATION

When students arrive at school by bus, car, or walking they must immediately enter the school building. Once students have arrived on campus they are not allowed to leave the premises, even before 7:40 AM. If a student leaves campus before entering the school, this is considered a cut, and that student is subject to additional disciplinary measures.

Students who are transported by school bus must obey the rules and regulations set forth in the procedures approved by the Jefferson County Public Schools. These rules and regulations will be provided by the bus driver to each bus rider at the beginning of the school year. Failure to follow rules and regulations on the bus may result in a student being suspended from riding the bus and/or additional disciplinary measures from the school.

In order to ride a school bus other than the student's assigned bus, a student must bring a note to school from the parent with a phone number where the parent can be reached. The note must be brought to the student's academy office before 9:00 AM so the parent can be called. The note must be verified by the academy AP/designee and signed by the Academy AP/designee. The note must then be presented to the bus driver when the student boards the bus. If a parent cannot be reached, the student cannot ride a different bus.

Students who do not have a note and try to board or ride another bus without permission may be subject to additional disciplinary measures.

CAR RIDER DROP - OFF

When students are being dropped off or picked up from school, parents/guardians may do this in front of the Tech Building, at the entrance to the Auditorium in front of the school, or on the side at door # 31 by the E Building.

Parents should pull up to the designated doors and students should exit the vehicle in an orderly and efficient manner. Students should then use the approved walk-ways or crossings to immediately enter the school building.

Parents should not pull directly in front of the school or loading dock (Door #1) or enter the teachers' parking lot in front of the school to drop off or pick up students.

Parents/guardians may also park in an empty parking space and wait for their student to enter or exit the school building.

Parents should not stop in the middle of a line or the parking lot to drop off a student.

Parents should not park in unapproved parking spots or in yellowed or marked out spaces.

Failure to follow these instructions may result in further disciplinary measures.

PARKING & PARKING PERMITS

All cars must be in marked parking spaces. Parking lot security is not provided by the school; students park at their own risk. Speeding, reckless driving or parking in unauthorized areas is not permitted. The speed limit on campus is not to exceed 5 mph. Traffic violations may result in the loss of parking privileges and/or other disciplinary action. Student automobiles on school property are subject to searches. Students driving vehicles are not to interrupt arrival and departure of school buses.

Seniors may purchase a reserved space at the cost of \$40. These can be purchased at registration.

NO PASS / NO DRIVE (NPND)

Students must remain compliant with Kentucky Revised Statutes (KRS 159.051) regulating 16- and 17-year-old rights to obtain and retain a driver's license. The NPND law states underage students must be passing 2/3 of classes and have no more than 9 unexcused absences. NPND verification forms are available in the front office. For more information on NPND, you may call 1-502-564-4772.

Rules and Policies

STUDENT RIGHTS

As a student of this school, you can expect to be treated fairly by those in authority. Your right to courtesy and respect will be honored. You are expected to respect the same rights of others. The school staff will help you with problems to the best of their abilities. You will be given a chance to tell your view of what happened if you have been questioned about doing something for which you may be disciplined. A student has the right to distribute leaflets, newspapers and other literature on school grounds only after the principal has approved the material. For further information, refer to the JCPS Student Support and Behavior Intervention Handbook.

HARASSMENT

Any form of harassment of any student or staff member will not be tolerated.

Sexual harassment means any unwelcome sexual advances, request for sexual favors and other verbal or physical conduct of a sexual nature.

This includes any use of Social Media. If this does occur with the use of social media, we encourage our students to inform their parents and bring evidence of the interactions that have taken place to their Academy Principal.

Individuals who engage in such behavior will be disciplined. If you believe that you are the subject of harassment, you should report the incident to your parents and school authorities.

HALL PASSES

Students will not be released from class during the first 10 minutes of class or the last 10 minutes of class.

Students who are out of their regular class assignment must have an official PRP hall pass at all times. A Red Clip Board pass will be considered the official hall pass. The Red Clip Board pass must include time, destination and teacher's signature/initials.

Students may also use a pink one-way pass or library pass when in the hallways during class time.

Students who are found in the hall without a pass may be subject to disciplinary action.

JCPS STUDENT SUPPORT AND BEHAVIOR INTERVENTION HANDBOOK

Students will abide by the Student Support and Behavior Intervention Handbook.

Students and parents are responsible for reading and complying with the contents.

The Principal is the final in-school recourse in all disciplinary situations.

The following will not be tolerated and may result in disciplinary action. The items that have been marked by an asterisk (*) may carry an immediate suspension from school and may lead to legal action.

- Cutting school, truancy, or being present in an unauthorized area
- Smoking; possession/using tobacco/nicotine products on school grounds
- Abusive language or profanity
- Cutting lunch lines; leaving trash
- Failure to follow directives
- Insubordination; disrespect to adults
- Class disturbance and disruptions
- Leaving class or school grounds without permission while school is in session
- Misbehavior during assembly programs
- Public display of affection
- Failure to identify self (i.e., name) when requested by staff member
- Failure to follow dress code
- Academic dishonesty (e.g., plagiarism, copying other student work)
- Threats and/or harassment towards others*
- Disorderly conduct*
- Possession, use, or sale of drugs and/or alcohol*
- Being under the influence of drugs and/or alcohol*
- Assault*
- Trespassing*
- Theft, possession of stolen property, vandalism, or damage to property*
- Fighting on school property, school events, or to/from school*
- Horseplay or roughhousing on school grounds*

- Possession of weapons/dangerous instruments*
- Bomb threats; activating false fire alarms/ fireworks/explosives*

PROGRESSIVE LEVEL OF DISCIPLINE

Parents may be notified in writing or by phone for disciplinary measures.

A typical progressive level of discipline **MAY** look like:

Verbal warning
Student-Teacher Conference
Parental Contact
Constructive Assignment
TIME OUT (In-School Adjustment Program) for a period/day
Additional days of TIME OUT
Suspension

*A "Cut" is defined as student not being in their assigned area and/or 5 or more minutes tardy to class or tardy hall.

Leaving school grounds is severe safety violation.

We cannot keep students safe if they are not on our campus. Students leaving school grounds will be disciplined following the Student Support and Behavior Intervention Handbook.

Offenses that are disruptive to the educational process may result in immediate disciplinary actions by an administrator.

Administration will use professional judgement and may use alternative disciplinary measures in individual cases.

TOBACCO/ELECTRONIC NICOTINE DEVICE VIOLATIONS

Students using tobacco or electronic nicotine devices will be disciplined according to the Student Support and Behavior Intervention Handbook.

Items relating to the use of these products on school property are considered contraband and will be confiscated. They will be placed in the school safe until a parent or guardian can pick them up from school.

Parents must come to the school office to pick up any school confiscated item after school hours from 2:20PM - 3:30PM.

SELLING OF ITEMS AT SCHOOL IS PROHIBITED

The selling of any items at school is prohibited.

If a student is caught selling items at school then the items will be confiscated and held in the safe until the parent/guardian comes to retrieve them.

The student will also be sent to their Academy AP and may be subject to further disciplinary procedures

STUDENT SEARCHES

Students have the protection, as do all citizens, against unreasonable search and seizure of their property. School officials have the right to search students or their property if the officials have reasonable suspicion that the student may be in possession of something that violates school rules or endangers others. Searches will be used when other techniques to remedy the situation have been exhausted or when there is an immediate danger to life or safety. School officials have the right to use drug dogs, surveillance cameras, or any other methods to combat illegal activities on school property if there is a safety issue.

RIGHT TO DUE PROCESS/APEAL

The courts have ruled that due process is the right of all citizens. All students are entitled to due process. If any charge or accusation has been made, a student is entitled to the protection of the "procedural due process" outlined in the Code of Acceptable Behavior and Discipline and the JCPS Student Bill of Rights.

COMPUTER USE

While under the authority of Jefferson County Public Schools, students will use computers and other electronic equipment in compliance with applicable rules and state law. Students are prohibited from using electronic equipment (including, but not limited to, computers, audio and video players/records, and duplicating machines) to send, receive, access, or duplicate material which is pornographic, threatening, harassing, or otherwise violates school, or District rules. Violations may result in disciplinary action.

USE OF CAMERAS AND VIDEO

Students are never allowed to use cameras/cell phones/or other devices on campus to record or take pictures unless they have been approved for academic purposes by a PRP staff member or administration.

Unauthorized pictures or videos cannot be taken by students inside classrooms, during assemblies, in the lunchroom, in the hallways, or on campus during the school day.

Cameras/cell phones/video cameras will be confiscated and this may result in immediate disciplinary action.

TELECOMMUNICATION AND ELECTRONIC MEDIA DEVICES POLICY

The use of cell phones and personal electronic devices (Including headphones, ear buds, iPads, and smart watches) during school hours is not allowed. These devices should be out of sight and put up. Failure to do so may result in

disciplinary action according to the Student Support and Behavior Intervention Handbook.

If a student is sick or has an emergency to use the phone, they must first be cleared by the student's classroom teacher. The student should report to their Academy Principal's office with a hall pass to use the phone. Students must have home, parent's work, or emergency phone numbers on file in the office in case of illness or injury.

Under the Student Support and Behavior Intervention Handbook, all JCPS schools have the right to take any personal electronic device seen in the possession of students during the school day. If the personal electronic device is confiscated during the day it will then be returned to the student at the end of that school day. No devices will be kept overnight.

At PRP HS, cell phones, ear buds, and any/all personal electronic devices should be out of sight and put up during the school day from 7:40 AM – 2:20 PM.

Any personal electronic device (cell phone, MP3 player, disc player, personal laptops, PDA's, head phones, ear buds, iPads, smart watches and others) may be confiscated by any staff member who sees the device in a student's possession during the school day from 7:40 AM - 2:20 PM.

The device will be taken to the office safe, logged in and secured until the end of the day. The student or parent/guardian may retrieve that item at the end of the school day that the device was confiscated.

Progressive discipline and the Student Support and Behavior Intervention Handbook will be followed when dealing with cell phones, ear buds or other personal electronic devices.

Cell phones and other electronic devices should not be charged in class, at school or left unattended.

Please be reminded that PRP and JCPS are not responsible for the above items while in a student's possession.

Repeated violations of this policy may result in further disciplinary measures by the administration.

STUDENT DRESS CODE

Students should be dressed at all times in a manner that is conducive to learning. Students should demonstrate positive self-esteem and respect for themselves in their clothing.

SHIRTS AND TOPS

- All dresses, shirts and tops must cover the shoulder.
- All shirts must be able to be tucked in (i.e., no bare midriffs).

DRESSES, SKIRTS, PANTS AND SHORTS

- Dresses and skirts must be at or longer than your finger tip placement when arms are extended downward against your side.

- Shorts must have a 5-inch inseam or longer. If questionable, then the test used for skirts will be administered.
- Pants and shorts must be worn at the waist; sagging is not allowed.

SHOES

- Shoes/Sandals must be worn at all times.
- Slippers (or “house shoes”) are not allowed.

HEAD COVERINGS

- Hats, sweatbands, scarves, skullcaps, hoods, bonnets, wave caps or any other face or head covering are not to be worn between 7:40 AM -2:20 PM. This does not pertain to those wearing coverings for religious purposes.
- Hairbands are permitted if they hold the student’s hair back and out of their face.
- Bandanas are **NEVER** permitted and are **not returned**.

THE FOLLOWING ITEMS ARE NOT ALLOWED:

- No writings or logos on clothing that are offensive
- No alcohol, drug, violence or tobacco related apparel or accessories
- No gang or cult affiliated ware.
- No pajamas or sleep wear of any kind
- No combs, picks or curlers in hair
- No see-through material of any kind

PIERCINGS

- All facial piercings must be studs only
- Ear piercings are acceptable
- An administrator will use professional judgement and will make a final decision on all facial piercings that are questionable.

OTHER

- Students with conditions requiring special considerations should contact an administrator
- Any clothing, accessories, hairstyle or hair color deemed disruptive to the educational environment is prohibited.
- Clothing, jewelry, gloves or accessories in any manner representative of gang affiliation cannot be worn or displayed.

Administration may use alternative disciplinary measures in particular cases to resolve a dress code violation.

The administrative staff will make final decisions on what is considered appropriate student attire when in question.

Discipline for dress code violations MAY look like:

1. If the dress code violation is correctable, the student will correct the violation and continue in class.
2. If the dress code violation is not correctable the student will be sent to their academy office with a referral to the appropriate Academy Principal. The Academy Principal will call the numbers provided by the parent in an attempt to notify them of the dress code violation. If the parent can be contacted the parent may:
 - a) Allow the student to remain in TIME OUT for the remainder of the day
 - b) Bring clothing to correct the violation and have the student return to class
 - c) Sign the student out of school; counts as an unexcused absence.
3. If the parent cannot be reached, the student will be sent to TIME OUT for the remainder of the day.

VISITORS

All visitors are required to sign in at the school entrance office (SEO) and receive a red identification badge. A picture ID is required of all visitors to PRP High School. No visitors will be allowed to visit former teachers/employees during the school day from 7:40 AM – 2:20 PM. They may sign in and visit after 2:20 PM.

FIELD TRIP, DANCES AND CLASS ACTIVITIES

Please review this information with your student regarding the expectations for all high school students and their participation in all school sponsored activities, field trips, and activities. Students are required to abide by these rules in order to attend or take part in any school sponsored events. In addition, dance guests that attend PRP dances, must also be in compliance with the attendance and behavior rules as well to attend.

Expectations

- Students must take full responsibility for all personal belongings at all times while on field trips, class activities, and dances.
- Student must follow the directions of all chaperones and staff while on field trips, class activities, and dances.
- During field trips, students should keep chaperones informed of where they will be at all times.
- The use of prescription or non-prescription medication must be indicated in writing to staff and approved by the medication clerk in the counseling office before going on all field trips.
- Students are expected to follow the Student Support and Behavior Intervention Handbook at all times. (School administration reserves the right to limit or revoke a student's participation in any field trips, class activities, and dances due to severe or extreme misbehavior).

Rules

- Students may have no more than 6 unexcused absences for the entire year. (3 tardies = 1 unexcused absence. This pertains to tardies to school and early dismissals.) This means you may have 6 unexcused absences, but NOT 7 or more unexcused absences.
- Students who are suspended during the school year may not be eligible to go.
- Students must have paid his/her class dues in full before Prom or Ring Dance tickets go on sale or the first field trip.

Any student who accumulates more than 6 unexcused absences throughout a school year will not be allowed to attend school dances, Junior Ring Dance or Senior Prom. A list of truant students with more than 6 unexcused absences will be cross referenced with those students purchasing tickets. This means you may have 6 unexcused absences, but NOT 7 or more unexcused absences.

Final decisions on participation for class trips, dances, and field trips will be left up to the administrative staff.

All student fees must be paid along with any other outstanding debts, including but not limited to, extra-curricular/athletic items/gear/uniforms, lost/damaged textbooks, library fees, class fees, incidentals, etc.

Any student responsible for violating any of these expectations and rules may not be allowed to participate in any field trips, class activities, or dances.

If warranted, a parent may be required to come to the site and pick up the student. (In some cases refunds may not be available.)

No drinking, smoking, or use of any unapproved non-prescription drugs will be allowed at any time during field trips, class activities or dances.

Students and their families are responsible for any damages to the venue(s) or bus as a result of inappropriate behavior.

All school rules will be in effect during all field trips, class activities, and dances. Disciplinary action may be enforced upon the return to school.

DANCES

Students are encouraged to attend school dances. These rules are to be followed by students and guests.

1. Students attending school dances must have current PRP identification.
2. Students may bring one guest. All paper work must be filled out properly and guest must display a photo ID with birth date. Guests must be of age 14 - 20 (no middle school students).
3. Upon leaving the dance, there will be NO re-admittance.
4. No one will be admitted to any dance after 10 pm.
5. No smoking (adults, students, and guests).
6. Student Support and Behavior Intervention Handbook rules will be fully enforced at all times.
7. All persons attending and/or working must dress appropriately for the occasion.
8. Lewd or inappropriate dance will not be tolerated. Violators will be directed to leave the dance after a warning and may be subject to further disciplinary measures when they return to school.
9. Students not picked up by the scheduled end time for the dance may be subject to disciplinary measures.
10. Students must be present more than half the school day the day of the dance in order to participate. This applies to the previous day if dance is held on a Saturday night. This includes school homecoming dances, Ring Dance, and Prom.

ATTENDANCE POLICY

There is a close correlation between attendance and achievement in school.

Regular attendance is essential for success, and is the responsibility of the parent and student.

Students are expected to maintain a 100% attendance rate.

Students are to remain in designated common areas until 7:30 AM

Absences

The following reasons constitute an excused absence with an approved note:

- Student illness
- Doctor/dentist appointment
- Death in family
- Family emergency
- Court appointment
- One college visit during student's senior year with documentation. Additional days must be approved by Administration.

Tardy Hall Procedure:

If you are **TARDY TO SCHOOL** you will sign-in in the cafeteria and remain until the end of the period.

All students who report to tardy hall 5 minutes after the tardy bell has sounded will be considered cutting class and a disciplinary referral may be sent to your respective Academy Principal.

All students will complete a constructive assignment in tardy hall. Constructive assignments must be completed before the student is released from tardy hall. The constructive assignment will be appropriate, restorative, and reflective in nature.

- If you sign-in after 8:00 AM you will stay for 2nd period tardy hall.
- If you sign-in after 9:00 AM you will stay for 3rd period tardy hall.
- If you sign-in after 9:50 AM you will stay for 4th period tardy hall.
- If you sign-in after 11:30 AM you will stay for 5th period tardy hall.
- If you sign-in after 12:15 PM you will stay for 6th period tardy hall.
- If you sign-in after 1:10 PM you will stay for 7th period tardy hall.
- If you are already at school and you are tardy to class you will report to the following locations:
 - 1st, 2nd, 3rd, 5th, 6th and 7th Periods: Report to Cafeteria
 - 4th Period: Report to Room 120

STUDENTS ARRIVING AFTER 7:40 AM MUST REPORT DIRECTLY TO CAFETERIA TO SIGN INTO SCHOOL.

Students who fail to sign in properly may be subject to further disciplinary measures.

Students who come to tardy hall with a note from their doctor, dentist, therapist, or other health care professional will be sent to class and marked as a tardy excused.

If a student arrives with another type of note, or a parent brings them in to sign them in, then an administrator will evaluate the situation and use professional judgement in deciding to send the student to class or tardy hall.

Students will be given a day of timeout after they have accumulated four (4) total tardies to school or class.

Students will be assigned a different day of timeout other than the day that they accumulated their 4th tardy. This allows the student to notify their teachers and gather work for their assigned day of timeout.

There will be a "tardy hall reset" at 9 weeks, 18 weeks, and 26 weeks. What this means is that all the accumulated tardies will be reset to zero, and the student will start over with their total tardy count. This practice allows for restoration and a new starting point with the beginning of each new grading period.

In any unusual or unique circumstances the administration will use professional judgement in dealing with any and all tardy hall situations.

Rules while in Tardy Hall

- No eating
- No sleeping
- No drinking
- No talking
- No communicating with other students
- No cell phone use
- Finish your constructive assignment
- Follow all instructions by the adult in charge

Student/ Parent Responsibility

On the day following an absence, each student is required to bring a note from his or her parent/ guardian or respective office. Only 10 days of school due to illness will be excused with a parent note. After 10 days of parent notes excusing absences per school year, only a valid/official note from a respective office will be accepted. If this note is not presented within THREE (3) school days, the absence will remain unexcused and missed class work may not be given. This note should be presented to the student's first period teacher. Students are to request their missed class work upon return and are allowed one day plus the number of days missed to complete and return assignments. If a parent/ guardian chooses to notify the school the morning of their child's absence, the student's name will be removed from the automated call home list. However, a note is still required.

School Staff Responsibility

- An automated calling system will be utilized to notify a parent/ guardian of student absences. It is the responsibility of the parent/guardian to notify the school of current working phone numbers.
- Upon the 3rd unexcused absence, a Notification of Truancy will be mailed home.
- Upon the 6th unexcused absence, a second Notification of Truancy will be mailed home. In addition, if a student is under 18 years of age, the student's name will be turned in to the Assistant Director of Pupil Personnel (TRUANCY OFFICER) and a referral will be made to the Family Resource and Youth Service Center.
- School staff will generate a list of students who have accumulated 7 or more unexcused absences so that student participation in extracurricular activities, dances, Ring Dance and Prom will be prohibited.
- Upon the 9th and 12th unexcused absence, a third and fourth Notification of Truancy will be mailed home and further action will be taken by the truancy officer if the student is under 18 years of age.
- Conferences may be held with parent and/or student as deemed necessary throughout the school year by various school staff.

Under 18 Years of Age

As outlined in Attendance Procedures, Section III, students under the age of 18 will be referred to a truancy officer upon his/her 6th unexcused absence. Parents and their truant student(s) face the possibility of court action including fines and penalties.

School Activities include participation in dances, homecoming activities, Junior Ring Dance and Senior Prom.

Any student who accumulates more than 6 unexcused absences throughout a school year will not be allowed to attend school dances, Homecoming activities, Junior Ring Dance or Senior Prom. A list of truant students with more than 6 unexcused absences will be cross referenced with those students purchasing tickets. All student fees must be paid along with any other outstanding debts, including but not limited to extra-curricular/athletic items/gear/uniforms, lost/damaged textbooks, etc.

Unexcused Absences are defined as:

1. "Cuts": This is an unexcused absence that will remain unexcused. An accumulation of 7 periods of cuts will equal one unexcused absence.
2. When a student is tardy to school including signing out of school early WITHOUT a note he/she will be counted as unexcused. 3 tardies = 1 unexcused absence, per the Student Support and Behavior Intervention Handbook. This pertains to tardies to school and early dismissals.)
3. On the day following an absence, each student is required to bring a note from his or her parent/guardian to their first period teacher or

respective academy office. Only 10 days of school due to illness will be excused with a parent note. After 10 days of parent notes excusing absences per school year, only a valid/official note from a respective office will be accepted. **If this note is not presented within three (3) school days, the absence will remain unexcused.** This note should be presented to the student's first period teacher or brought to the student's Academy office and presented to the Academy AP or clerk.

Extra-Curricular Penalties

Any student member of an extra-curricular group and/or athletic team who accumulates 6 or more unexcused absences will be subject to further penalties at the discretion of the administration and coaches.

Student Withdrawal

Students who are at least 18 years old may be withdrawn as a dropout after several documented attempts of school personnel to contact the parent/guardian and a registered notification letter has been mailed to the parent with no response after the seven day deadline. Students with valid medical problems will be referred for home hospital services.

Summary of Student Attendance Protocol

When a student is absent from school, the following should occur:

- Attempted call from the automated system to contact the parent/guardian about student's absence.
- Upon student's return to school, a doctor's statement or note from a parent/guardian will be collected by 1st period teachers and turned in to the attendance clerk. A valid/official note from the student's Academy office is required after the 10th day of used parent notes due to illness.
- Chronic illnesses should be reported to their counselor. The counselor will then follow up with all decisions that need to be made regarding the student's options.

Student Information/Sign-Out Card

This card must be completed and signed by a parent and they must present a current driver's license or other form of ID to make the changes. If the school does not have the parent/legal guardian's signature on file, only the parent/legal guardian can sign out their child. This is a one-time requirement for the school year and authorizes anyone you list on the card to pick up your child from school for that school year without us contacting you.

Early Dismissal Procedure

All students will sign out in the School Entrance Office (SEO). Parents that need their child to leave school on their own must write a parent note with a working phone number. The student is responsible for handing in the note to their Academy AP or clerk for verification. If the Academy AP or clerk is unable to

verify the note with the given number, the student will not be permitted to sign out. All notes must be verified and handed into the Academy AP or clerk by 9:00 AM for verification.

Notes must include the following:

1. Student's name and grade
2. The date and time to be excused
3. Reason for leaving school
4. Parent/Legal Guardian signature
5. Phone number where parent/legal guardian can be reached

Students returning from an early dismissal must sign back in at the SEO where they signed out. Only early dismissals that are for doctor appointments, court appearances, death or serious illness in the family or religious observance will be excused. If a note is not brought in, a parent must come to the SEO to sign out the student.

Students must leave the building within ten minutes of signing out.

Early dismissal notes will not be accepted the day before a holiday or other school specified "special" event. If it is necessary for a student to be signed out on a day prior to a holiday/event, a parent/legal guardian must physically enter the building to sign the student out of school. An early dismissal will count as a tardy or 1/2 day according to the time of the dismissal. A "special" event may be classified as the day before homecoming, Junior Ring Dance, Prom, promise to graduate, or any other event as determined by the administration.

No calls will be accepted to sign students out on a "special" event day.

Any additions or deletions to the list must be made by parent/legal guardian with a valid driver's license in person.

Any request to leave campus while school is in session not documented by a parent note must be approved by a school administrator.

No sign outs will be allowed after 2:00 PM

All other decisions regarding unique circumstances on signing out will be made by administration.

COLLEGE VISITS & EDUCATIONAL ENHANCEMENT OPPORTUNITIES (EEO)

Seniors are permitted to have one excused absence to make college visits. Students should pick up a college visitation permission form from the appropriate counselor, complete the form and return it to the counselor at least one week prior to the visit for the visit to be excused. If the student fails to follow this procedure, the absence will be unexcused. Students requesting Educational Enhancement Opportunities (EEO) must submit a written request and be approved by the principal at least one week prior to the requested absence. An EEO will only be approved for experiences that significantly contribute to Kentucky core content.

NON-CUSTODIAL PARENT

This school abides by the provisions of the Buckley Amendment with respect to the rights of non-custodial parents. In the absence of a court order to the contrary, a school will provide the non-custodial parent with access to the academic records and to other school related information regarding the student. If there is a court order specifying no information is to be given, it is the responsibility of the custodial parent to provide the school with an official copy of the court order.

ACADEMICS

GRADUATION REQUIREMENTS

Students must earn 22 Credits to graduate

English (4 Credits)

English 1
English 2
English 3
English 4

Health/PE (1 Credit)

Health (.5 Credit)
PE (.5 Credit)

Humanities (1 Credit)

Visual & Performing Arts & Hum.

Math (3 Credits)

Algebra 1
Geometry
Algebra 2
Successfully complete a Senior Math

Electives (7 Credits)

Student choice

Science (3 Credits)

Integrated Sc. 1 (1a) **or** Physics
Integrated Sc. 2 (1b) **or** Chemistry
Biology

Social Studies (3 Credits)

Survey of Social Studies **or** Pol. Sc./Econ. **or** Exploring. Civ.
World Civilization
US History

ALSO, if you plan on graduating with an **Honors** or **Advance Program** diploma you must acquire the following:

HONORS PROGRAM DIPLOMA:

- 13 of the 22 **credits** above must be **Honors** level (2 of which must be taken during your senior year).
- Must have a cumulative **2.5 GPA**.

ADVANCE PROGRAM DIPLOMA:

- 12 of the 22 **credits** above must be **Advance** level (2 of which must be taken during your senior year).
- Must have a cumulative **2.5 GPA**.

GRADUATION ATTIRE AND RULES

In order to maintain dignity and decorum at the graduation commencement, students will be required to wear the prescribed cap and gown during the ceremony without additional ornamentation or decoration.

Personal items that draw undue attention or detract from the dignity and decorum of the occasion shall not be allowed.

Mantels, chords, insignias, or medals signifying achievement, honor or recognition are only those that have been distributed by the school administration or class sponsor.

Any behavior deemed disruptive by the administration during class day, graduation practice, or graduation may result in additional discipline measures. This may include, but is not limited to, making a student pick up their diploma from PRP HS or a designated location on a date set by the principal and after the actual graduation ceremony. This may also include, but is not limited to, a student being escorted out of the event by security, administration, or LMPD and requested not to return and the student will be issued a no trespass letter by the administration.

SCHEDULE CHANGES

Schedule change requests may be allowed through the first ten days of the school year for the following reasons:

1. To balance class sizes to agree with teachers' contract
2. To fulfill student needs class for graduation requirement.
3. If a student was placed in the incorrect level or academic program.
4. If a student has a doctor's certified medical condition that requires a change of placement.
5. Administrative decision by principal or designee

The period for processing and balancing classes should not exceed 20 days from the first day of school. New students who enroll without records may have schedule changes made after records arrive at PRP due to reasons two through five listed above. There will be no schedule change requests made after the first ten days of school except for administrative changes made by the principal or designee.

ACADEMIC GRADES

The assignment of letter grades for regular education classes will be based on the following numerical averages:

A	90 % - 100 %	Outstanding Performance
B	80 % - 89 %	Above Average Performance
C	70 % - 79 %	Average Performance
D	60 % - 69 %	Below Average Performance
U	Below 60 %	Unsatisfactory Performance

GRADES

According to JCPS policy, grades will be based on no less than 3 components.

Teachers will use a balanced approach by using 3 grading components – Engagement, Progression, and Mastery to determine grades for each credit-bearing term (semester, trimester, or year-long)

Each of the three categories must be represented, and each category shall include a variety of components.

Participation points are not attendance points, and academic grades are not reduced as punishment for misconduct.

Categories of Academic Grades	Component/Assignments for each category (Examples include, but are not limited to, the following)
Student Engagement with standards <ul style="list-style-type: none">• Shall count for no more than 20% of the total academic grade	Participation, group work, class discussion, journals, logs, notebooks, projects, teacher observation, student reflections, or other measures of student interaction
Student Progression towards standards <ul style="list-style-type: none">• Shall count for no more than 30% of the total academic grade	Homework, problem solving, class assignments, quizzes, anecdotal records, projects, student self-assessment, or other measures of student progress
Student Mastery of standards <ul style="list-style-type: none">• Shall count for no more than 70% of the total academic grade	Tests or proficiency assessments, performance assessments, projects that are project of problem-based, demonstrations, authentic assessments, presentations, or other measures of student mastery
Teachers must use all three categories listed above when setting up categories in their gradebook, Infinite Campus, or other electronic gradebook. No one assignment can count for more than 1/3 of an entire category – Engagement, Progression, or Mastery.	

A copy of the teacher's grading procedures/syllabi must be supplied to the students and the principal or principal's designee.

Efforts are made to supply the procedure to parents/guardians via the student, electronically, at Open House, or during parent-teacher conferences.

The state assessment systems includes EOC Exams. Provided the scores arrive at our schools during the district's established grade-reporting window, for courses ending with the state assessment, 20% of the final grade will come from EOC exams. These subjects include English 2, Algebra 2, US History, and Biology.

STANDARDS BASED GRADING

For teachers using standards-based grading, the following conversion chart may be used to connect standards-based grading scale to the JCPS grading scale:

Letter Grade	Standards Based Grading Marks	Grading Scale	Performance Description
A	4	90-100	Above Standards
B	3	80-89	Meets Standards
C	2	75-89	Approaching Standards
D	1	70-74	Below Standards
U	–	Below 70	Substantially Below Standards

INDIVIDUAL LEARNING PLANS (ILPs)

Students are required to annually complete their ILPs and have parent/guardian review.

GRADE REPORTING

Students will receive a nine week progress report and a final report card at the end of each semester. 18 week semester grades are recorded on student transcripts.

Students whose parents request a weekly progress report must pick it up on Fridays by 7:35 AM from their Academy Principal's Office. They will not be distributed any other day unless arranged by a counselor. Weekly progress reports will not be mailed home.

STUDENT TRANSFER/ MAGNET PROGRAM POLICY

The following policy will be used to determine a student's eligibility to remain in the Student Transfer, Visual and Performing Arts, Print Media, and Communications Magnet Programs at Pleasure Ridge Park High School High School. Students' standing in these programs shall be reviewed each year. Attendance, behavior, and academics will be reviewed at the beginning of each school year, then reviewed at week 18 (end of 1st semester) and again at week 36 (end of 2nd semester). If a student falls into any of the deficit categories listed below, then that student shall receive a notice regarding their present standing.

The following policies are in place to help students achieve success in reaching College and Career Readiness.

ATTENDANCE / TARDIES

- All students will not have more than 6 unexcused absences for any school year.

BEHAVIOR

- All students will not have any suspensions in a school year.

ACADEMICS

- Failure to maintain an overall GPA of 3.0 or higher will result in a **WARNING** letter.
- The overall GPA will be reassessed at 18 weeks or the end of the first semester; if the overall GPA is not equivalent to a 3.0 the student will receive a **PROBATION** letter.
- If the overall GPA is not a 3.0 or higher at the completion of the school year, the student may be recommended for **EXIT** from the program.

Students' academics, behavior and attendance will be reviewed throughout the entire school year at regular intervals to ensure the integrity and success of the Magnet programs.

INFINITE CAMPUS PARENT PORTAL

PRP High School is pleased to provide students and parents Web-based access to Infinite Campus via the Jefferson County Schools website. GO TO: www.jefferson.kyschools.us/Parent/ParentPortal. You will have access to the following information for yourself (your student): daily attendance records, student class schedules, and grade reporting. Parents are encouraged to check IC Parent Portal each week to keep up with the student's grades and progress.

CLASSROOM VISITATION/OBSERVATION

Pleasure Ridge Park HS administration and staff encourages parents/guardians to work closely with their child's teacher to provide a successful and safe learning environment for their child. Visitors are always welcome in our building. However, visitors in the classroom and common areas can become an interruption and/or a distraction to the teacher and students, as well as a safety issue. Instructional time and safety must be highly respected, valued, and guarded. To protect the privacy of all students and to provide a successful and safe learning environment for all students, visiting parents/guardians must sign in at the office, show a valid ID, and remain in the office unless otherwise directed by administration.

Parents/guardians are encouraged to be involved in our school through our Parent Teacher Student Association (PTSA) membership and volunteering, attending Open House, Registration, Parent Conferences and school programs and activities; chaperoning field trips as needed; and serving on the SBDM Council. Parents/guardians must follow all school and district policies regarding visitors to the school and volunteering.

SCHOOL RECORDS

A college transcript can only be requested by logging into www.parchment.com.

Student information, including schedules, cannot be released to others.

ATHLETIC/ACTIVITY ELIGIBILITY

Students must pass 5 out of the 7 classes the previous semester in order to be eligible to participate in the practice or playing of games for any extra-curricular activity. All other KHSAA eligibility requirements will remain intact.

Final decisions on athletic eligibility will be made by the principal.

CLASS RELATED ACTIVITIES/FIELD TRIPS

To be eligible to participate in a class sponsored activity or field trip the student must be: (a) successfully progressing towards promotion or graduation and (b) have no record of prior behavior that could/may lead to the disruption of the activity or field trip. In order for a student to participate in a field trip, the school must receive a Field Trip Permission and Release form signed by the parent/guardian before the trip. Only this form will be accepted. Telephone calls will not be accepted. Students are not permitted to transport other students on field trips and other school activities. Students must follow dress code policy unless approved by the assistant principal in charge of field trips.

All PRP HS and JCPS rules and disciplinary measures apply to students on field trips

Senior Activities: All outstanding student fees along with any other outstanding fees/debts, including, but not limited to extra-curricular/athletic items/gear/uniforms, lost/damaged textbooks, etc.

Administration has the final say related to all decisions pertaining to student participation in class-sponsored activities, dances, and field trips.

ASSEMBLIES

There will be scheduled assemblies several times during the year. Students will be assigned seating sections for assemblies in the auditorium and in the gym.

EMERGENCY EVACUATION DRILLS

Evacuation drill instructions are posted in all rooms. These drills are held periodically to insure proper procedures in the event of actual emergencies. Students should recognize the serious nature of these drills, and upon hearing the emergency signal, proceed immediately to their designated area.

Students who fail to participate or follow instructions during these drills may be subject to further disciplinary action.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER OFFERING EQUAL EDUCATIONAL OPPORTUNITIES

The Jefferson County Public School District does not discriminate on the basis of age, religion, color, creed, disability, marital or parental status, national origin, race, sex, veteran status, or political opinion or affiliation in its employment practices, educational programs, services, or activities; and shall promote equal opportunities through a vigorous affirmative action program as an integral part of personnel policy and practice in the employment, development, advancement, and treatment of employees of Jefferson County Public Schools. The District's contact for obtaining additional information is the Compliance Coordinator, Office of Compliance, VanHoose Education Center, 2nd floor, 3332 Newburg Road, Louisville, KY 40218, telephone (502) 485-3341

The information in this handbook may be modified or changed during the school year.

Students and parents will be made aware of these changes via social media, www.ridgetalk.com, written communication, or electronic communication from a school administrator, representative or designee.

All decisions on information in this handbook, clarification of policies, or unique circumstances will be made by the administration.

Directory Information Opt-Out Form

The District has designated a student's name, address, grade level and major field of study as Directory Information. If you do not want this information released to persons requesting Directory Information, the parent/guardian or eligible student (18 years of age or older) must sign this form and return it to the school office by September 1.

I hereby exercise my rights under state and federal law and hereby request that the name, address, grade level and major field of study of _____ (student name), currently a student at Pleasure Ridge Park HS, NOT be released without prior written consent.

Signed by: (check one): eligible student parent

Print Name

Signature

Address

City/State/Zip

Military Recruiter Opt-Out Form

If you do not want the student's name, address and telephone number released to military recruiters, the student (regardless of age), parent or guardian must sign this form and return it to the school office by September 1.

I hereby exercise my rights under state and federal law and hereby request that the name, address and telephone number of _____ (student name), currently a student at Pleasure Ridge Park HS, NOT be released to military recruiters without prior written consent.

Signed by: (check one): eligible student parent

Print Name

Signature

Address

City/State/Zip

Student Handbook Receipt Form

I have received a copy of the PRP High School Student Handbook for the 2019 -2020 school year.

Print Student's Name

Student's Signature

Print Parent's Name

Parent's Signature